

**APPROPRIATION LANGUAGE:**

N/A

## GENERAL SCOPE OF WORK:

This project is design for the construction of a new building with 15 units of transitional housing and associated facilities. The entire program is to be enclosed within one building at a site at the intersection of Cavite Street and Adams Circle at Devens. All aspects of a new building are included in this project including structural, civil/site, mechanical, electrical, and fire protection. There are two buildings of former housing units from the days of the Army, which will be demolished and disposed of prior to the beginning of construction of this new building. The demolition is scheduled to be accomplished in the spring of 2007. The project site is adjacent to the former site used for transitional housing and adjacent to existing and future housing areas for Devens.

As part of the Base Closure process, providers of housing for the homeless were invited to submit proposals for the reuse of existing military housing for that purpose. A proposal was accepted by the federal government, a caregiver was selected, and responsibility for implementing the programs was transferred to MassDevelopment. The transitional housing program for women and their children was begun in 1996 utilizing several former Army multifamily buildings at Devens. A decision to replace the existing facilities with a newly constructed building was made and is now being implemented. The functionality of the existing facilities within an intensive social service setting was less than ideal. MassDevelopment had retained the services of the Women's Institute for Housing and Economic Development to review and comment on the current plan and future recommendations for the program and a report was generated. Excerpts of the report are shown below describing some of the future needs of the program which are expected to assist with the architect's final design of the program's building.

*(Excerpted from Housing for Homeless Families and Individuals at Devens, prepared by the Women's Institute for Housing and Economic Development, Inc (WIHED)).*

### Residential Space

#### *Transitional Housing Program*

The ideal number of units depends on programmatic effectiveness and efficiencies as well as funding availability. Most transitional programs serve between eight and fifteen families. A transitional facility of this size is more feasible to finance than a larger project. Since transitional programs are serving people who have little or no income, they are limited in what they can collect for rent. In addition, because this is not considered permanent rental housing, Section 8 certificates and housing vouchers are not applicable. The operating costs are paid for with money the program raises through contracts, grants and donations.

#### *Provide a Combination of Privacy and Integration*

Victims of domestic violence often suffer from depression and post-traumatic stress disorder, and tend to isolate themselves. Therefore the housing design should facilitate interaction to encourage the supportive atmosphere many of the residents need.

Townhouse-style apartment with no internal connection, like those presently in use, do not facilitate interaction. But residents do prefer private, self-contained apartments over congregate units. Individual apartments are more expensive than congregate units with shared kitchens and baths, and extra effort has to be made by staff in this environment to provide structure and support. However, self-contained apartments provide the privacy necessary for family life, especially when the families will live in the transitional program for as long as two years. WIHED recommends that the transitional program provide apartments with a common entry and other common space, such as a first floor lounge. This would provide space for informal gatherings as well as group meetings.

In addition, WIHED recommends that a transitional program not be isolated, but be integrated with the greater community in order to provide the residents with a sense of being part of a neighborhood, and to provide a model of a stable, functioning community. A compromise could entail self-contained buildings that are adjacent to a residential neighborhood. This arrangement of separate buildings contiguous to a residential area would allow the close oversight of families as well as a neighborhood environment.

<b>DSB LIST #</b>	<b>06-14</b>	<b>ITEM #</b>	<b>3</b>	<b>DSB PUBLIC NOTICE DATE</b>	<b>25 October 2006</b>
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**Program Space**

The program space should be incorporated on the first floor of the building. All the program space would need to be accessible in accordance with the Americans Disabilities Act. There would also be a need for recreational facilities.

*Administrative and program spaces*

Administrative space for at least six offices and a reception area, a private counseling room, a classroom, a playroom or nursery, and an on-site food pantry is needed. These needs could be accommodated within the proposed plan. In addition, the staff noted a need for more storage space, including a warehouse to store donations, which could be incorporated into the overall Devens plan.

**GENERAL CONDITIONS FOR THIS CONTRACT:**

*Contract*

The applicant agrees to execute MassDevelopment's standard *Contract for Designer's Services*, or its successor, without revisions or modifications.

*Construction Specifications*

The designer shall utilize the new DCAM Standard Specification or other specification standards as negotiated as part of the design contract.

*Workshops*

Massdevelopment and the Designer will hold periodic workshops to ensure that critical issues are not overlooked and that all team members have an opportunity to contribute their expertise, to anticipate potential obstacles, to identify potential solutions, and to expedite the decision-making process. Attendance by key design team members will be required at all workshops.

*Sustainable Design*

MassDevelopment has set a goal of LEED Silver (<http://www.usgbc.org/>) for this project. The consultant will include in the final study an analysis of the potential LEED Silver Certification for the renovation option, modernization or new construction, per C. 164 §331 of the Act of 1997 and DCAM's "Sustainable Design Building Guide." This analysis, including detailed cost estimates, will identify and recommend energy efficient alternatives and the use of resources efficient materials for consideration as part of the final design. Any and all of these alternatives may be incorporated as part of the final design and will be considered as part of the base fee. However, if Massdevelopment determines that LEED certification will be pursued, the certification process will be considered an extra service in the design and construction phase of the project.

*Universal Design*

In addition to complying 521 CMR, The Rules and Regulations of the Architectural Access Board ([http://www.mass.gov/aab/aab\\_regs.htm](http://www.mass.gov/aab/aab_regs.htm)), the consultant will review ADA Title II (<http://www.usdoj.gov/crt/ada/reg2.html>), and the ADA Accessibility Guidelines (<http://www.access-board.gov/adaag/html/adaag.htm>), to ensure that the proposed design meets the civil right intent of this act. The requirements of these two laws may differ and the consultant must comply with the more stringent. Design solutions will meet the diverse and changing needs of users across age, ability, language, ethnicity and economic circumstance. Massdevelopment welcomes innovative design strategies that are simultaneously equitable, flexible and legible for all and extend beyond minimal compliance with accessibility regulations.

*Environmental and other supplemental services*

Massdevelopment reserves the right to obtain supplemental services through independent consultants who will collaborate with the prime and the project team.

*Building Commissioning*

Massdevelopment may include building commissioning as part of this project. An operations and maintenance plan will be produced as a reimbursable expense during the building commissioning phase. The Designer will meet with Massdevelopment's building commissioning agent during design and construction to evaluate design proposals for mechanical systems to ensure maintainability and operational efficiency.

APPLICANTS ARE ALSO URGED TO REVIEW AND BECOME FAMILIAR WITH THE SUPPLEMENTAL DOCUMENTS WHICH ARE AVAILABLE ON THE WEB AT: [www.mass.gov/cam](http://www.mass.gov/cam).

1. "Instructions for Designers," Form 9, Division of Capital Asset Management, 6 June 2003
2. "Sustainable Design" (Appendix N), Form 9, Division of Capital Asset Management, 6 June 2003

THE SCOPE OF WORK FOR THE PROJECT HAS BEEN DEFINED IN A STUDY, WHICH IS AVAILABLE FOR INSPECTION AT MASSDEVELOPMENT OFFICES LOCATED AT 33 ANDREWS PARKWAY, DEVENS, MA.

**CONDITIONS OF THE DSB FOR THIS PROJECT:**

Current or updated Master File Brochures must be on file with the Board. Applicants agree to execute the standard MassDevelopment Designer Services contract. As a condition of application, each applicant, if selected for the new project, agrees to carry professional liability insurance in a minimum coverage of \$2,000,000. A greater amount may be negotiated or specified in this advertisement.

**APPLICATIONS WILL BE EVALUATED BASED ON THE FOLLOWING PRIME AND SUB CONSULTANT PERSONNEL AND EXTENT OF COMPLIANCE WITH MBE/WBE PARTICIPATION GOALS. PLEASE ALSO SEE QUESTION #6 ON DSB 2000 APPLICATION REV 3/01.**

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|------------------------|--------------------------|
| 1. Architect           | 4. Electrical Engineer   |
| 2. Structural Engineer | 5. Civil Engineer        |
| 3. Mechanical Engineer | 6. Cost Estimator        |
|                        | 7. Specifications Writer |

If the Prime is to fulfill any of the sub-consultant roles above, so indicate on the organizational chart. The Architect is to be registered in the Commonwealth of Massachusetts.

**APPLICATIONS WILL BE EVALUATED BASED UPON WORK LISTED ON DSB 2000 APPLICATION REV 3/01 SECTIONS 8 AND 9 WHICH ILLUSTRATES CURRENT QUALIFICATIONS IN THE FOLLOWING AREAS:**

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|--|---|
| 1. Design of new Multi-Family Housing Facilities             | 3. Transitional Housing Planning/Siting |
| 2. Transitional Housing Facility Construction Administration |   |

**APPLICANTS PLEASE NOTE**

A copy of the most current Application Form and Instructions - **DSB 2005 Application Form** is included with this Notice, and is available for download at [http://www.mass.gov/cam/forms/fi\\_dselectboard.html](http://www.mass.gov/cam/forms/fi_dselectboard.html).

Only complete applications submitted on the **DSB2005 Application Form** will be considered by the Designer Selection Board. Applications that are incomplete or submitted on a form other than **DSB2005**, may be rejected as non-compliant and not be considered by the Board.

Applications received at the DSB Office after the advertised deadline will not be considered.